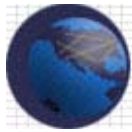


**Financial and Billing SIG Teleconference, June 10, 2004**

**Financial and Billing SIG Meeting Notes**

<b>Date, Time &amp; Location:</b>	June 10, 2004; 10:00-11:00AM EDT; Teleconference		
<b>Attendees:</b>	<b>Center</b>	<b>Attendee</b>	
	Iowa	Jill Kuennen	
	Memorial Sloan-Kettering	John Speakman	
	Georgetown	Jieping Li	
	NCI	Christo Andonyadis	
	BAH	Davis Bu	
<b>Current Environment:</b>	<ul style="list-style-type: none"><li>• Memorial Sloan-Kettering<ul style="list-style-type: none"><li>○ Fairly robust clinical trials database and good data on patient accrual</li><li>○ Billing process to trial sponsors is manual</li><li>○ Manual process may miss some billing charges</li><li>○ Drug companies specify format for data submission</li><li>○ Internal developers at MSK are interested in developing an internal billing system</li><li>○ City of hope has a system that may provide lessons</li></ul></li><li>• Iowa<ul style="list-style-type: none"><li>○ Similar situation as MSK</li><li>○ Invoicing, including formatting for sponsors, is manual</li><li>○ Using Oncore for patient accrual</li><li>○ Oncore is creating financial system</li><li>○ Internal questions regarding accurate time charging for labor</li><li>○ Internal discussion about implementing a time accounting system</li><li>○ A time accounting system was used at Penn State</li></ul></li><li>• Georgetown<ul style="list-style-type: none"><li>○ Manual system in place for billing</li><li>○ Good control over accrual data, but no link to billing to sponsors</li><li>○ Interesting in account receivable tracking</li><li>○ Account receivable tracking would require integration with good patient scheduling data</li></ul></li></ul>		
<b>Goals for Group:</b>	<ul style="list-style-type: none"><li>• Write a white paper that identifies high level functionality and requirements for a financial and billing functionality, including:</li><li>• Identify high level functionality required for financial/billing systems</li><li>• Identify system interactions required</li><li>• Identify business assumptions and requirements</li><li>• Identify existing systems that might be easily modified for caBIG compliance COH, Oncore</li><li>• Identify and prioritize risks associated with development</li><li>• Future teleconferences to occur every 2<sup>nd</sup> and 4<sup>th</sup> Thursdays of the month at 10:00-11:00 AM ET</li></ul>		



**Financial and Billing SIG Teleconference, June 10, 2004**

<b>Action Items:</b>	<b>Name Responsible</b>	<b>Action Item</b>	<b>Date Due</b>	<b>Notes</b>
	Jill Kuennen	Contact Oncore about their current development efforts	June 24, 2004	
	John Speakman	Contact internal developers at MSK	June 24, 2004	
	Jieping Li	Contact City of Hope about their own module	June 24, 2004	
	Davis Bu	Arrange teleconference lines	June 24, 2004	

**Please list below and attach Meeting Materials and Agenda (if prepared separately):**